



**CONNECTICUT STATE COLLEGES & UNIVERSITIES
BOARD OF REGENTS FOR HIGHER EDUCATION
JOB OPPORTUNITY
June 10, 2013**

INTERNAL IT AUDITOR

Open To: The Public
Location: 39 Woodland Street, Hartford, CT
Hours: Full-Time, 40 hours/week
Salary Group/Class: 38 / SUAssocDirector2
Closing Date: June 30, 2013

The Board of Regents for Higher Education is seeking an Internal IT Auditor to develop and conduct audits of the Information Technology (IT) operations of the System Office and the Connecticut State Colleges and Universities System to evaluate the effectiveness of application and operating systems internal controls, assess compliance with regulations and Board policies and initiatives, and provide management with recommendations for strengthening operations.

POSITION SUMMARY:

This position provides information technology audit services for the Connecticut State Colleges and Universities System and performs a broad range of audits encompassing information integrity and performance or operational effectiveness of information technology processes and procedures. Incumbent is expected both to identify inappropriate or unsound practices as well as to provide consulting assistance to the administrators of the System Office and the Connecticut State Colleges and Universities System in improving information technology operations and procedures on a continuing basis. The incumbent reports to the Director of Internal Audit.

REPRESENTATIVE DUTIES:

- Plan, develop and conduct audits of a wide variety of Connecticut State Colleges and Universities System information technology operations. This duty includes the requirement to determine the entity or programs to be audited, developing the steps in each audit, testing the adequacy of system controls, verifying accuracy of documentation and compliance with laws, regulations and sound operating policies and procedures. Audit field work includes measuring and testing operational transactions and policies as well as interviewing staff and managers to obtain needed information to determine the operational effectiveness and efficiency of information systems, including, but not limited to, servers, mainframes, workstations, and telecommunications.
- Identify system security and information security vulnerabilities.
- Prepare comprehensive reports of audits, identifying exceptions and areas needing correction or improvement as well as recommending specific steps for improving information system operations and controls.

- Present and discuss audit findings with key people in the audited entities as well as with System management and the Board of Regents.
- Assist in the development of long range audit plans by performing such tasks as identifying risks in various programs and entities, evaluating the risks and setting priorities for conducting audits according to highest potential benefit from audits.
- Conduct follow-up reviews of audited entities and programs to assure compliance and to provide assistance in information technology operations improvement.
- Provide consultative advice to managers throughout the Connecticut State Colleges and Universities System on such issues as control enhancements to the IT environment and preserving operational integrity.
- Provide assistance to the Director of Internal Audit on other reviews, investigations, and non-IT audits as assigned.

MINIMUM QUALIFICATIONS:

Bachelor's degree in computer science, management information systems, or a closely related field and a minimum of five (5) years of related experience in the areas of information technology operations, information technology auditing, or information technology consulting. Current certification in a recognized discipline of the information security or information technology management field (e.g., Certified Information Systems Auditor, Certified Information Security Manager, or Certified Information Systems Security Professional) is required. Extensive knowledge of information systems security, operating systems, and IT risk assessment is required.

Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

PREFERRED QUALIFICATIONS:

Advanced degree or additional designation as a Certified Internal Auditor preferred. Higher education, SCT Banner, ACL (or similar data analysis tool), PeopleSoft, and ERM experience preferred. Demonstrated ability to plan and conduct audits of various operations and programs in higher education information technology, applying professionally accepted principles of IT auditing as well as the use of personal computers and computer assisted auditing techniques.

APPLICATION PROCEDURE:

Submit a cover letter, detailed resume, BOR Employment Application, and names of three professional references to:

Board of Regents for Higher Education
ATTN: Internal IT Auditor Position
Human Resources Department
61 Woodland Street
Hartford, CT 06105
jobs@ct.edu

Application materials must be postmarked or submitted on or before June 30, 2013. Incomplete or late application packages received after the deadline may be discarded. A BOR employment application can be found on our website at <http://www.ct.edu/files/pdfs/Employment-Application.doc>

The Board of Regents for Higher Education is an Affirmative Action/Equal Opportunity Employer, M/F. Protected group members are strongly encouraged to apply.